

**512.91 (f) Annual Practice Reminder Letter**

VIA CERTIFIED MAIL: RETURN RECEIPT REQUESTED

DATE

(Name and address of applicant)

Program: \_\_\_\_\_

Contract No: \_\_\_\_\_

Dear (participant name):

This letter is being sent to remind you of your obligation to install the following practice(s) under the terms of a contract for the (program):

Practice Name/Units Scheduled/Date Scheduled

[List Practice(s) in This Space]

As stated in the contract, the practice(s) must be installed by the schedule noted above. To assist you with practice installation, you may contact NRCS or use a Technical Service Provider (TSP) listed at <http://techreg.usda.gov> . If you choose to hire a TSP, you must contact us to confirm the availability of funding and to review the NRCS requirements before the TSP begins any work.

Thank you for your interest and participation in our conservation programs.

Sincerely,

Name  
District Conservationist